



**NOTICE OF A REGULAR MEETING  
THE BRENHAM CITY COUNCIL  
THURSDAY, JANUARY 7, 2016 AT 1:00 P.M.  
SECOND FLOOR CITY HALL  
COUNCIL CHAMBERS  
200 W. VULCAN  
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Invocation and Pledges to the US and Texas Flags – Councilmember Barnes Tilley**
- 3. Proclamation**
  - **Madyson Johnson** **Page 1**
- 4. Citizens Comments**

**CONSENT AGENDA**

**5. Statutory Consent Agenda**

The Statutory Consent Agenda includes non-controversial and routine items that Council may act on with one single vote. A councilmember may pull any item from the Consent Agenda in order that the Council discuss and act upon it individually as part of the Regular Agenda.

**5-a. Minutes from the December 3, 2015 Regular City Council Meeting Pages 2-11**

**5-b. Ordinance No. O-16-001 on Its Second Reading Amending the Official Zoning Map of the City of Brenham, to Change the Zoning District of the Tracts of Land Addressed as 401, 403, 405 and 411 S. Market Street, and Specifically Described as N PT 10A, 11A, E PT 10A of the Clinton Street Addition in Brenham, Washington County, Texas from a Commercial Research and Technology (B-2) District to a Local Business/Residential Mixed Use (B-1) District Pages 12-13**

**5-c. Ordinance No. O-16-002 on Its Second Reading Authorizing the Abandonment of an Unnamed, Unimproved Alleyway North of Lots 16, 17, 48 and 49 in the College Heights Addition in Brenham, Washington County, Texas Pages 14-16**

**5-d. Ordinance No. O-16-003 on Its Second Reading Granting a Specific Use Permit to Allow a Multifamily Development on a Site of Two (2) Acres or More for the Properties Located Between Hosea Street and Bob Street in an R-2, Mixed Residential Zoning District, and Being Described as Tract 29 of the A. Harrington Survey A-55, and Lots 1-5 of the Parkcrest Subdivision, Section 2, in Brenham, Washington County, Texas** **Pages 17-18**

**5-e. Ordinance No. O-16-004 on its Second Reading Amending the FY2014-15 Adopted Budget** **Pages 19-20**

#### **WORK SESSION**

**6. Presentation on New Legislation Related to Open and Concealed Carry of Handguns by Handgun License Holders at Various City Facilities** **Pages 21-22**

#### **REGULAR SESSION**

**7. Discuss and Possibly Act Upon Resolution No. R-16-001 Prohibiting the Open and Concealed Carry of Handguns in All City of Brenham Meetings Subject to Texas Open Meetings Act** **Pages 23-25**

**8. Discuss and Possibly Act Resolution No. R-16-002 Providing Support for HuntJon, LLC's Submission of an Application Requesting Low Income Housing Tax Credits to the Texas Department of Housing and Community Affairs for Parklane Villas, a Low Income Housing Development** **Pages 26-40**

**9. Discuss and Possibly Act Upon A One (1) Year Contract Extension in Accordance with Bid No. 14-002 for Janitorial Services at Various City Facilities and Authorize the Mayor to Execute Any Necessary Documentation** **Pages 41-42**

**10. Discuss and Possibly Act Upon Recommendations for Appointments to Various City Advisory Boards** **Pages 43-46**

**11. Administrative/Elected Officials Report**

**Administrative/Elected Officials Reports:** Reports from City Officials or City staff regarding items of community interest, including expression of thanks, congratulations or condolences; information regarding holiday schedules; honorary or salutary recognitions of public officials, public employees or other citizens; reminders about upcoming events organized or sponsored by the City; information regarding social, ceremonial, or community events organized or sponsored by a non-City entity that is scheduled to be attended by City officials or employees; and announcements involving imminent threats to the public health and safety of people in the City that have arisen after the posting of the agenda.

## Adjourn

**Executive Sessions:** The City Council for the City of Brenham reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiation

### *CERTIFICATION*

I certify that a copy of the January 7, 2016 agenda of items to be considered by the City of Brenham City Council was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on January 4, 2016 at 11:30 AM.

*Kacey A. Weiss*

Deputy City Secretary

**Disability Access Statement:** This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the City Council was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_ AM PM.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

# *PROCLAMATION*

**WHEREAS,** Every birthday is important, but turning five means you're a whole handful old; and

**WHEREAS,** Madyson Johnson wanted to do someone very special to celebrate her fifth birthday and so instead of asking for presents, she asked for donations to the Brenham Animal Shelter; and

**WHEREAS,** Through Madyson's big-hearted request, approximately 160 pounds of food and treats were donated for her four-legged friends at the Shelter; and

**WHEREAS,** Madyson did more than deliver food and treats, she and her family adopted a puppy from the Shelter, providing it with a forever home; and

**WHEREAS,** Madyson's parents are to be commended for encouraging her love for all animals, her willingness to give back and supporting her kind and generous heart; and

**WHEREAS,** It is right and just for the City Council and the residents of Brenham to join together to thank Madyson and her parents for celebrating her birthday by donating to the Animal Shelter thereby giving gifts to so many of our four-legged friends;

Now, THEREFORE I, Milton Y. Tate Jr., Mayor of the City of Brenham, Texas do Hereby Proclaim the Thursday, January 7, 2016 as

## **MADYSON JOHNSON DAY**

In Witness, Whereof, I have set my hand and affixed the Seal of Brenham.

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Milton Y. Tate Jr., Mayor

## **Brenham City Council Minutes**

A regular meeting of the Brenham City Council was held on December 3, 2015 beginning at 1:00 p.m. in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Milton Y. Tate, Jr.  
Mayor Pro Tem Gloria Nix  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Mary E. Barnes-Tilley  
Councilmember Weldon Williams, Jr.

### Members absent:

None

### Others present:

City Manager Terry Roberts, Assistant City Manager of General Government Rex Phelps, City Attorney Cary Bovey, City Secretary Jeana Bellinger, Deputy City Secretary Kacey Weiss, Assistant City Manager-Chief Financial Officer Carolyn Miller, Stacy Hardy, Susan Nienstedt, Sara Parker, Director of Community Services Wende Ragonis, Crystal Locke, Andria Heiges, Jennifer Eckermann, Fire Chief Ricky Boeker, Police Chief Craig Goodman, Dant Lange, Chris Jackson, Trey Gully, Public Works Director Dane Rau, Casey Redman, Assistant City Manager of Public Utilities Lowell Ogle, Development Services Manager Erik Smith, Pam Ruenke, Angela Hahn, Betty Thiel, Stephen Draehn, Seth Klehm, Lloyd Powell, Justin Schiller, Kevin Mertz, Clint Kolby and Page Michel

### Citizens present:

Amanda Klehm, Tinley Klehm, Aiden Klehm, Anthony Smith, Pastor Johnnie Williams, Judson Hall, Uri Geva, Colby Street, Johanna Fatheree, Sam Larkin, Barry Larkin and Lynne Larkin

### Media Present:

Arthur Hahn, Brenham Banner Press; Caitlin Hahn, Brenham Banner Press; and Mary-Janet Reyes, KWHI

1. **Call Meeting to Order**
2. **Invocation and Pledges to the US and Texas Flags – Pastor Johnnie Williams**
3. **Special Recognitions**

**3-a. Police Department Promotions & Badge Pinning**

- Justin Schiller – Promoted to Patrol Sergeant, pinned by his fiancée
- Seth Klehm – Promoted to Patrol Sergeant, pinned by his wife
- Lloyd Powell – Promoted to Administrative Captain, pinned by his wife

Police Chief Goodman thanked each officer for their hard work and dedication to their jobs and assured Council that each one is ready to take on the responsibilities of their new position.

**3-b. Service Recognitions**

- Betty Thiel, Library 30 Years

4. **Citizens Comments**

There were no citizen comments.

**CONSENT AGENDA**

5. **Statutory Consent Agenda**

**5-a. Ordinance No. O-15-033 on Its Second Reading Authorizing the Placement of Stop Signs on Apache Drive and Cheyenne Drive at Their Intersections with South Chappell Hill Street**

**5-b. Ordinance No. O-15-034 on Its Second Reading Amending the Rate Tariff Schedule(s) for the City of Brenham Citizen’s Collection Station**

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Herring to approve the Statutory Consent Agenda Items 5-a. and 5-b. as presented.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

## WORK SESSION

### **6. Discussion and Presentation by Brazos Valley Bombers Baseball Concerning Their Organization, Activities, and Proposal to Utilize Fireman's Park Baseball Complex**

Assistant City Manager of General Government Rex Phelps presented this item. Phelps stated that Uri Geva, the owner and founder of the Brazos Valley Bombers Baseball Team, requested that he be allowed to give a presentation to Council to introduce the Bombers and their wish to use Fireman's Park in the future.

Geva explained that the Bomber's season would consist of 30 games and those would be played Tuesday thru Sunday. Mayor Tate asked how they would be playing the games if there was already a tournament scheduled at the field. Geva stated that he would work with Public Works Director Dane Rau on scheduling of the games. Councilmember Ebel asked when the season starts and ends. Geva stated their season is from the last weekend in May until mid-August.

Geva explained that the Bombers also participate in various community outreach programs and all of the players are collegiate athletes that come from all over the world. Geva stated the team consists of 30 athletes and they would be living with host families. Geva noted that the games are not just about baseball, but include fun activities for families to participate in.

Geva advised that by bringing a team to this area it would greatly impact the sales tax, hotel tax and media coverage of Brenham. Geva stated that ticket prices are \$5.00 to \$15.00 and the organization would like to operate both a beer and concession stand during the games.

Geva explained that his organization would like to buy any of the signs around the field that are not sold. Geva advised that by them purchasing the left over signs, they would be supporting the City and would not pay any facility rental or field reservation fees for the first 5 years. Geva noted that the organization's economic impact would be greater than any amount of fees the City could collect from them.

Councilmember Herring asked if the organization owns the field in Bryan that the Bombers play on. Geva stated that they lease the field from the City, but are responsible for all maintenance issues.

Councilmember Goss questioned if there was any other areas besides the baseball field that they would like access to. Geva stated that the organization would like access to the pavilion and the war memorial stone area for pre-game activities. Geva advised that they would also work closely with city staff on reserving these additional areas, when needed.

Mayor Tate instructed staff to continue to work with the Bomber's organization and bring back additional information on the matter in a future Council meeting.

**7. Discussion and Update on the Tax Phase-In Compliance Review Committee**

Clint Kolby presented this item. Kolby explained that the Tax Phase-In Compliance Review Committee meets every year to review all of the current tax phase-in recipients who were granted the incentive to ensure that value creation and employment and payroll criteria are being met. This year, the Committee reviewed the following companies for compliance: Advanced Data Storage, Stanpac, QuestVapco, Blue Bell Creameries, Valmont Industries, Longwood Elastomers, MIC Group, Brazos Valley Brewing Company, PPE/GSL and Tempur Sealy. Kolby noted that the Committee has verified that all ten companies are in compliance with the criteria set forth in the Tax Phase-In Policy.

**REGULAR AGENDA**

**8. Discuss and Possibly Act Upon Resolution No. R-15-035 Re-Adopting the Guidelines and Criteria for Granting Tax Phase-In in a Reinvestment Zone Created in the City of Brenham**

City Manager Terry Roberts stated that a committee of the Council will be appointed to review the agreement and recommend any possible changes.

Roberts recommended this item be passed until the committee has had a chance to meet.

**9. Discuss and Possibly Act Upon Resolution No. R-15-036 Authorizing the Submission of a Grant Application to the Office of the Governor Criminal Justice Division, Body-Worn Camera Program for a Digital Storage Server for Body Camera Recordings for the City of Brenham's Police Department**

Police Chief Craig Goodman presented this item. Goodman advised that the Criminal Justice Division of the Governor's Office announced a Body-Worn Camera Grant program. Goodman stated the program offers funding to aid municipal police departments in establishing or enhancing body-worn camera (BWC) programs. Goodman noted that the monies allocated in the FY2015-16 budget were for the purchase of body cameras and digital storage systems; however, if his department is awarded the grant funding the budgeted funds could be reallocated to other things.

A motion was made by Councilmember Goss and seconded by Councilmember Ebel to approve Resolution No. R-15-036 authorizing the submission of a grant application to the State of Texas, Criminal Justice Division, for a digital storage server for body camera recordings for the City of Brenham's Police Department.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**10. Discuss and Possibly Act Upon Bid No. 16-002 for the Purchase of a 53 Foot Aluminum Refuse Trailer and Authorize the Mayor to Execute Any Necessary Documentation**

Public Works Director Dane Rau presented this item. Rau advised that on November 17, 2015, the Purchasing Department opened bids for the purchase of an aluminum refuse trailer. Rau stated that bids were sent to 4 manufactures with one bid received. Travis Body and Trailer was the only bid received and met all bid specifications.

Rau explained that during the 2015-16 budget process, \$68,000 was budgeted for this trailer. Rau stated that the new trailer would replace a 2004 Star refuse trailer, the oldest and last steel-made trailer in the city's fleet.

A motion was made by Mayor Pro Tem Nix and seconded by Councilmember Williams to approve Bid No. 16-002 to Travis Body and Trailer in the amount of \$68,534.00 for a 53 foot aluminum refuse trailer and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**11. Discuss and Possibly Act Upon Bid No. 16-003 for the Purchase and Installation of a 40 Ton HVAC Unit for City Hall and Authorize the Mayor to Execute Any Necessary Documentation**

Public Works Director Dane Rau presented this item. Rau advised that on November 10, 2015, bids were opened for the purchase and installation of a 40 ton HVAC unit for City Hall. Rau noted there were 8 bids sent out with 5 bids received. Rau stated the lowest bidder was Lakeway Air Conditioning at \$48,710.00.

Rau explained that this unit is a direct replacement for the 2003 Carrier HVAC Unit that controls the 1<sup>st</sup> Floor East Wing of City Hall where Utility Billing is located. Rau stated this replacement was budgeted for in the 2014-15 budget at a cost of \$45,000.

A motion was made by Councilmember Barnes-Tilley and seconded by Councilmember Ebel to approve Bid No. 16-003 to Lakeway Air Conditioning in the amount of \$48,710.00 for the purchase and installation of a 40-ton HVAC unit for City Hall and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**12. Discuss and Possibly Act Upon the Formation and Organization of a Non-Profit Corporation Benefitting Community Projects and Programs of the City of Brenham**

Director of Community Services Wende Ragonis presented this item. Ragonis explained that during the August 27, 2015 Council meeting, Staff presented the opportunity to develop a 501(c)(3) non-profit charitable entity to provide a process for the City to receive, accept, hold, invest, reinvest or administer gifts, grants or bequests of money or property of any sort or nature to be used to actively promote community projects and programs which preserve, foster and enhance the economic and social well-being of the community of Brenham.

A motion was made by Councilmember Herring and seconded by Mayor Pro Tem Nix to approve the formation and organization of a Non-Profit Corporation benefitting community projects and programs of the City of Brenham with the stipulation that any changes to the corporate structure would have to be approved by the City Council.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**13. Discuss and Possibly Act Upon an Economic Development Services Agreement between the City of Brenham, the Brenham Community Development Corporation (BCDC), and the Economic Development Foundation of Brenham, Inc. and Authorize the Mayor to Execute Any Necessary Documentation**

City Manager Terry Roberts presented this item. Roberts advised that the Economic Development Foundation of Brenham, Inc. (EDF) has been this community's lead agency for economic development recruitment and retention for more than 60 years. Roberts explained that their emphasis has been almost exclusively directed at industrial development. Roberts stated that retail has not been their focus. Roberts advised that the EDF believes that retail recruitment should now receive greater emphasis than in the past while still continuing their work in industrial recruitment and retention. Roberts added that the EDF has expressed a willingness to add that responsibility to their job description. Roberts added that Staff has been working for the past year on updating the City's contract with the EDF as it has not been updated since 1999.

Roberts stated that a group of eleven representatives from the City, the Brenham Community Development Corporation (BCDC) Board and EDF has met several times during the past year to develop and recommend a new economic development services agreement. Roberts explained that this group drafted the update under a working title of the Greater Brenham Economic Development Alliance (Alliance).

Roberts explained that Section 1 of the agreement outlines the role of the Alliance and the types of activities in which the Alliance members would be involved. Section 2 provides a more detail job description of the work of the EDF than was outlined in the 1999 agreement. Roberts stated that it requires that EDF prepare an annual strategic economic development work plan for both industrial and retail development by April 1<sup>st</sup> of each year. Section 3 establishes April 1<sup>st</sup> each year as the anniversary date of the economic development services agreement. Roberts explained that it will automatically renew each year on that date unless any of the three parties give 90 day written notice of termination.

Roberts advised that the EDF approved the agreement on November 10<sup>th</sup> and the BCDC approved it on November 17<sup>th</sup>.

Councilmember Goss questioned the termination clause. Mayor Tate explained that a ninety day written notice of termination must be given. Tate stated that the anniversary date is April 1<sup>st</sup> of each year. Tate advised that if the contract needed to be terminated, written notice must be given on or before January 1<sup>st</sup>.

A motion was made by Councilmember Goss and seconded by Mayor Pro Tem Nix to approve the Economic Development Services Agreement between the City of Brenham, the Brenham Community Development Corporation (BCDC), and the Economic Development Foundation of Brenham, Inc., authorize the Mayor to approve any minor changes to the agreement as needed, and authorize the Mayor to execute any necessary documentation.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**14. Discuss and Possibly Act Upon an Interlocal Agreement Between the City of Brenham and Washington County for Sanitation Services at the Citizen’s Collection Station**

City Manager Terry Roberts presented this item. Roberts advised that this item was passed at the November 19, 2015 meeting due to some changes needing to be made with the County related to the Spring Clean-Up wording. Roberts stated that the minor wording changes are reflected in the agreement. Roberts noted that all new rates are scheduled for implementation January 1, 2016.

A motion was made by Councilmember Herring and seconded by Councilmember Barnes-Tilley to approve the Interlocal Agreement between the City of Brenham and Washington County for sanitation services at the Citizen’s Collection Station.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

**15. Discuss and Possibly Act Upon Recommendations for Appointments to Various City Advisory Boards**

City Manager Terry Roberts presented this item. Roberts discussed the appointments and re-appointments requested. Roberts stated that according to the City's policy, the Mayor and City Manager are to review the board appointments and offer a recommendation to the City Council. The recommendations to the Council were as follows:

**Airport Advisory Board:**

Brent Nedbalek  
Bryan Butler  
Mark Whitehead

**Board of Adjustments:**

MaLisa Hampton  
Arlen Thielemann

**Building Standards Commission:**

Jason Kiemsteadt  
Lloyd Pieper

**Brenham Community Development Corporation:**

Atwood Kenjura  
Darrell Blum  
David Cone  
Charles Moser

**Brenham Housing Authority:**

John Harris  
Ray Daugbjerg

**Library Advisory Board:**

Keith Herring  
Meg Cone  
Alana Winkleman (Fortnightly Club Appointee)

**Planning and Zoning Commission:**

Charlie Pyle  
Nancy Low  
Deanna Alfred

Roberts noted that additional members are still needed for the Main Street Board, Parks and Recreation Advisory Board and a tenant appointment for the Brenham Housing Authority. These recommendations will be brought back to Council at a later date.

A motion was made by Councilmember Barnes-Tilley and seconded by Mayor Pro Tem Nix to approve the recommended for appointments to various city advisory boards, as presented.

Mayor Tate called for a vote. The motion passed with Council voting as follows:

Mayor Milton Y. Tate, Jr.	Yes
Mayor Pro Tem Gloria Nix	Yes
Councilmember Andrew Ebel	Yes
Councilmember Danny Goss	Yes
Councilmember Keith Herring	Yes
Councilmember Mary E. Barnes-Tilley	Yes
Councilmember Weldon Williams	Yes

## 16. Administrative/Elected Officials Report

Director of Community Services Wende Ragonis reported on the following:

- Update about the Christmas Stroll activities
- Santa will be visiting the Library on December 15<sup>th</sup>
- Santa will be at Walk with a Doc on December 19<sup>th</sup>
- The Library Gala raised an estimated \$65,000 and there was 159 guests in attendance
- Concrete will be poured tomorrow at 9:00 a.m. for the Library expansion

City Manager Terry Roberts reported on the following:

- Reception honoring the police department promotions will be held today at the Police Department from 4:00-5:00
- The Fire Department will have their Christmas party on Saturday, December 5<sup>th</sup>
- The Belle Towers project is making progress on its completion

Police Chief Craig Goodman reported on the following:

- Passed around the dais a handout with the new design for the Police Department vehicles

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Kacey A. Weiss  
Deputy City Secretary

**ORDINANCE NO. O-16-001**

**AN ORDINANCE AMENDING APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AMENDING THE OFFICIAL ZONING MAP FROM A COMMERCIAL, RESEARCH AND TECHNOLOGY (B-2) DISTRICT TO A LOCAL BUSINESS/RESIDENTIAL MIXED USE (B-1) DISTRICT ON .264 ACRES OF LAND ADDRESSED AS 401, 403, 405 & 411 SOUTH MARKET STREET, AND SPECIFICALLY DESCRIBED AS N PT 10A, 11A, E PT 10A OF THE CLINTON STREET ADDITION IN BRENHAM, WASHINGTON COUNTY, TEXAS.**

**WHEREAS**, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts; and

**WHEREAS**, Appendix A – “Zoning” of the City of Brenham Code of Ordinance authorizes the City Council to grant zoning amendments within the various zoning districts; and

**WHEREAS**, this amendment was recommended for approval by the City of Brenham Planning and Zoning Commission during its regular meeting on December 7, 2015; and

**WHEREAS**, this amendment is in compliance with the City of Brenham’s “Envision 2020” Comprehensive Plan; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:**

*SECTION 1.* That Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham is hereby amended by changing a Commercial, Research and Technology (B-2) District to Local Business/Residential Mixed Use (B-1) District on .264 acres of land addressed as 401, 403, 405 & 411 South Market Street in Brenham, Washington County, Texas.

*SECTION 2.* This Ordinance shall take effect as provided by the Charter of the City of Brenham, Texas.

**PASSED and APPROVED** on its first reading this the 17<sup>th</sup> day of December, 2015.

**PASSED and APPROVED** on its second reading this the 7<sup>th</sup> day of January, 2016.

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Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC  
City Secretary

**ORDINANCE NO. O-16-002**

**AN ORDINANCE PROVIDING FOR THE ABANDONMENT OF UNNAMED ALLEYWAY NORTH OF LOTS 16, 17, 48 AND 49 OF THE COLLEGE HIGHTS ADDITION STREET RIGHT-OF-WAY AS SHOWN ON THE PLAT FOR THE COLLEGE HEIGHTS ADDITION SUBDIVISION FILED FOR RECORD ON SEPTEMBER 21, 1915.**

**WHEREAS**, the City of Brenham has ownership of unnamed alleyway right-of-way as shown on the Plat for the College Heights Addition Subdivision filed for record on September 21, 1915 in the official records of Washington County, Texas; and

**WHEREAS**, an adjoining property owner has requested the abandonment and closing of a Street right-of-way; and

**WHEREAS**, the adjoining property owner requesting the abandonment of unnamed alleyway right-of-way owns lots 16, 17, 48 & 49 of the College Heights Addition; and

**WHEREAS**, the abandonment and closing of the portion of the unnamed alleyway right-of-way as shown on the plat for the College Heights Addition will not create an undue burden on traffic; and

**WHEREAS**, the City of Brenham has no need or use for the portion of the unnamed alleyway right-of-way as shown on the plat for the College Heights Addition as a public thoroughfare, and said portion of the unnamed alleyway right-of-way remains undeveloped, unimproved and unused; and

**WHEREAS**, the City Council of the City of Brenham desires to abandon and close the portion of the unnamed alleyway right-of-way as shown on the plat for the College Heights Addition as a public thoroughfare, said closure and abandonment being in the best interest of the citizens of Brenham;

**NOW, THEREFORE BE IT ORDAINED** by the City Council of the City of Brenham, Texas:

**SECTION I.**

That the portion of the unnamed alleyway right-of-way as shown on the plat for College Heights Addition is hereby abandoned and closed as a public thoroughfare.

**SECTION II.**

This street right-of-way to be closed and abandoned is currently undeveloped and unimproved, and any existing or future maintenance by the City of Brenham will cease.

**SECTION III.**

The Mayor of the City of Brenham is hereby authorized to execute any documents necessary for the conveyance of the portion of unnamed alleyway right-of-way as shown on the plat for the College Heights Addition, attached hereto as Exhibit "A" and incorporated herein for all purposes, to the adjoining property owners.

**SECTION IV.**

This Ordinance shall take full force and effect immediately from and after its passage and approval on second reading and approval by the Planning and Zoning Commission of a replat of the abandoned right-of-way parcels into conforming lots.

**PASSED** and **APPROVED** on its first reading this the 17<sup>th</sup> day of December, 2015

**PASSED** and **APPROVED** on its second reading this the 7<sup>th</sup> day of January, 2016.

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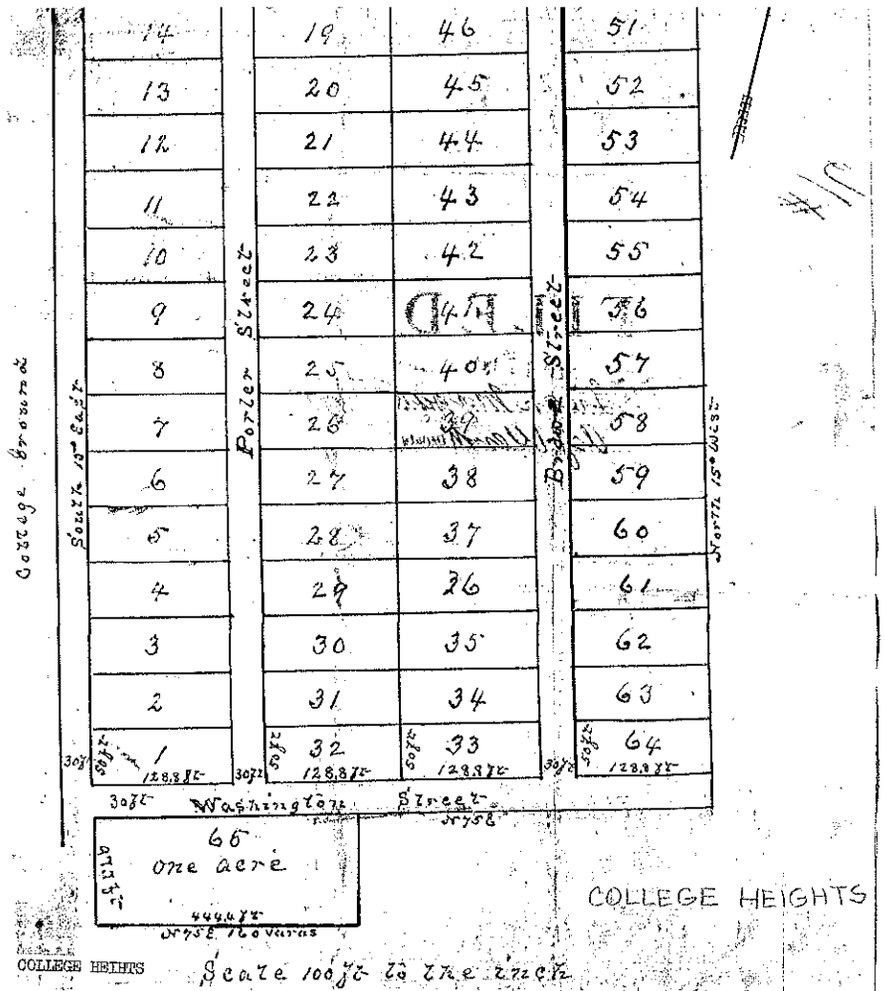
Milton Y. Tate  
Mayor

ATTEST:

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Jeana Bellinger, TRMC  
City Secretary

# EXHIBIT A



**ORDINANCE NO. O-16-003**

**AN ORDINANCE AMENDING APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AMENDING THE OFFICIAL ZONING MAP TO GRANT A SPECIFIC USE PERMIT TO HUNTJON, LLC. ON BEHALF OF L&E BOETTCHER FAMILY PARTNERSHIP, LTD, BOETTCHER BUILDING CENTER OF BRENHAM, LAND OWNER, FOR A MULTIFAMILY DEVELOPMENT, INCLUDING DORMITORIES FOR STUDENTS AND FRATERNITY OR SORORITY HOUSES, THAT MEETS THE STANDARD DENSITY REQUIREMENTS FOR THE R-2 DISTRICT, AND THAT IS PROPOSED FOR A DEVELOPMENT SITE OF TWO (2) ACRES OR MORE. IN AN R-2 (MIXED RESIDENTIAL) ZONING DISTRICT AND BEING LOCATED ON BETWEEN HOSEA STREET AND BOB STREET AND BEING DESCRIBED AS TRACT 29 OF THE A. HARRINGTON SURVEY A-55, AND LOTS 1-5 OF THE PARKCREST SUBDIVISION, SECTION 2, THE CITY OF BRENHAM, WASHINGTON COUNTY, TEXAS.**

**WHEREAS**, the City of Brenham has adopted Appendix A – “Zoning” of the City of Brenham Code of Ordinances, as amended, which divides the City of Brenham into various zoning districts;

**WHEREAS**, Appendix A – “Zoning” of the City of Brenham Code of Ordinance authorizes the City Council to grant specific use permits for specific uses within the various zoning districts; and

**WHEREAS**, this amendment was recommended for approval by the Brenham Planning and Zoning Commission during its regular meeting on December 7, 2015;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BRENHAM, TEXAS, THAT APPENDIX A - "ZONING" OF THE CODE OF ORDINANCES OF THE CITY OF BRENHAM, TEXAS, AND THE OFFICIAL ZONING MAP BE AMENDED IN THE FOLLOWING MANNER:**

**SECTION 1.** That Appendix A - "Zoning" of the Code of Ordinances of the City of Brenham, Texas, and the Official Zoning Map of the City of Brenham is hereby amended to grant a specific use permit to Huntjon, LLC. on behalf of L&E Boettcher Family Partnership, LTD, Boettcher Building Center of Brenham, land owner, its successors and assigns, on behalf of L&E Boettcher Family Partnership, LTD, Boettcher Building Center Of Brenham, Land Owner, of Brenham for a Multifamily development, including dormitories for students and fraternity or sorority houses, that meets the standard density requirements for the R-2 District, and that is proposed for a development site of two (2) acres or more in

an R-2 (Mixed Residential) zoning district and being located Between Hosea Street and Bob Street and being described as Tract 29 of the A. Harrington Survey A-55, And Lots 1-5 of the Parkcrest Subdivision, Section 2 in the City of Brenham, Washington County, Texas.

**SECTION 2.** This Ordinance shall take effect immediately upon the occurrence of all of the following: 1) compliance with the requirements of the Charter of the City of Brenham, Texas; and 2) the City of Brenham Planning and Zoning Commission's approval of a final plat of Parklane Villas into one (1) single lot, and the recording of said final plat in the official records of Washington County, Texas.

**SECTION 3.** Upon holding a properly notified public hearing, the City Council may amend, change, or rescind the Specific Use Permit granted by this Ordinance if:

- a. There is a violation and conviction of any of the provisions of this Ordinance, or any ordinance of the City of Brenham, that occurs on the Property;
- b. The building, premises, or Property used pursuant to the Specific Use Permit granted by this Ordinance are enlarged, modified, structurally altered, or otherwise significantly changed unless a separate Specific Use Permit is granted for such enlargement, modification, structural alteration, or change;
- c. There is a violation of any provision of the terms and conditions of the Specific Use Permit granted by this Ordinance; or
- d. As otherwise permitted by law and/or Brenham's Zoning Ordinance, as it exists or may be amended.

**PASSED and APPROVED** on its first reading this the 17th day of December, 2015.

**PASSED and APPROVED** on its second reading this the 7<sup>th</sup> day of January, 2016.

---

Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC  
City Secretary

**ORDINANCE NO. O-16-004**

**AN ORDINANCE OF THE CITY OF BRENHAM, TEXAS AMENDING THE FY2014-15 ADOPTED BUDGET; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Brenham, Texas has previously approved a budget for the fiscal year ending September 30, 2015, after having filed the same with the City Secretary and after holding public hearings on same, all after due notice as required by statute; and

**WHEREAS**, due to unforeseen circumstances and/or conditions, the City Council finds it is necessary to amend the FY2014-15 Budget for municipal purposes;

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Brenham, Texas:

**SECTION 1.**

That the City Council of the City of Brenham, Texas, does hereby amend the budget for the City of Brenham, Texas for the fiscal year ending September 30, 2015, as shown on Exhibit A.

**SECTION II.**

This Ordinance shall take effect as provided by State Law and the Charter of the City of Brenham, Texas.

**PASSED and APPROVED** on its first reading this the 17th day of December, 2015.

**PASSED and APPROVED** on its second reading this the 7th day of January, 2016.

\_\_\_\_\_  
Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

\_\_\_\_\_  
Jeana Bellinger, TRMC  
City Secretary

CITY OF BRENHAM  
EXHIBIT A  
AMENDMENT NUMBER 2  
FISCAL YEAR 09-30-15

	General Fund	Equipment Fund	BCDC	BCDC Capital Projects	Streets & Drainage Fund	Parks Capital Improvement Fund	Hotel Occupancy Tax Fund	TOTAL
<b>REVENUES (INC) DEC</b>								
Sale of City owned lots	(22,505)							(22,505)
Developer Contribution for Storm Water Drainage Materials					(40,800)			(40,800)
Developer Contribution for Chappell Hill Street Extension-Kruse Park side				(735,044)			(33,411)	(735,044)
City HOT Fund Revenues	(269,892)							(269,892)
City Sales Tax Revenue	(106,936)							(106,936)
Permit and Fee Revenue	(12,000)							(12,000)
Rental Income	(10,000)							(10,000)
Airport RAMP Grant Revenue								
<b>TOTAL BUDGETED REVENUES</b>	<b>(421,333)</b>	<b>-</b>	<b>-</b>	<b>(735,044)</b>	<b>(40,800)</b>	<b>-</b>	<b>(33,411)</b>	<b>(1,230,587)</b>
<b>EXPENDITURES INC (DEC)</b>								
Communications Tower Repairs - Lightning Strike	14,226							14,226
Land Purchase (Synagogue property)	29,034							29,034
Development expenses for City owned lots	70,943							70,943
Re-allocation of BCDC approved funds for Aquatic Center						(29,285)		(29,285)
Completion of Chappell Hill Street Extension					540,901			540,901
Cantey Street Extension Market St. to 290 feeder road					87,692			87,692
Completion of Chappell Hill Street Extension-Kruse Park side				500,660				500,660
General Fund Personnel	(172,214)							(172,214)
General Fund Supplies	(70,500)							(70,500)
General Fund Repairs & Maintenance	(55,000)							(55,000)
General Fund Services	(13,000)							(13,000)
General Fund Other Sundry	(70,950)							(70,950)
Airport RAMP Grant Eligible Expenses	10,000							10,000
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>(257,461)</b>	<b>-</b>	<b>-</b>	<b>500,660</b>	<b>628,594</b>	<b>(29,285)</b>	<b>-</b>	<b>1,051,957</b>
<b>BUDGETED TRANSFERS</b>								
Transfer from General Fund to Equipment Fund for FY16 capital expenditures	381,664	(381,664)						-
Transfer from BCDC to Parks Capital Improvement Fund			(29,285)			29,285		-
<b>TOTAL BUDGETED TRANSFERS</b>	<b>381,664</b>	<b>(381,664)</b>	<b>(29,285)</b>	<b>-</b>	<b>-</b>	<b>29,285</b>	<b>-</b>	<b>-</b>
<b>CHANGE IN BUDGETED FUND BALANCE (INC) DEC</b>	<b>\$ (297,130)</b>	<b>\$ (381,664)</b>	<b>\$ (29,285)</b>	<b>\$ (234,384)</b>	<b>\$ 587,794</b>	<b>\$ -</b>	<b>\$ (33,411)</b>	<b>\$ (178,630)</b>



## AGENDA ITEM 6

<b>DATE OF MEETING:</b> January 7, 2016	<b>DATE SUBMITTED:</b> December 31, 2015	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input checked="" type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Presentation on New Legislation Related to Open and Concealed Carry of Handguns by Handgun License Holders at Various City Facilities		
<b>SUMMARY STATEMENT:</b> During the 2015 Legislative Session, the Texas Legislature passed House Bill 910 which allows a concealed handgun license holder to “ <i>open carry</i> ” in a belt or shoulder holster beginning on January 1, 2016. The new law also allows the governing body of a municipality to prohibit concealed and open carry of handguns in meetings that are subject to the Texas Open Meetings Act.		
<p>At the September 17, 2015 council meeting I provided Council with information on the new legislation and how it would affect various city facilities and activities. A big part of the discussion at that meeting was related to the definition of “premise” and how city facilities such as the Blue Bell Aquatic Center (BBAC), City Hall, Fireman’s Park and Hohlt Park would be affected by the new law. The City Attorney and I explained that there were currently outstanding requests from other governmental entities to the Texas Attorney General’s Office asking for the clarification of “premise” among other things. At that time it was the direction of Council that staff delay any recommendations related to city facilities until the Attorney General issued an opinion.</p> <p>Last Monday, December 21<sup>st</sup>, Attorney General Paxton released three (3) separate opinions related to this new legislation. The opinions are summarized below:</p> <ul style="list-style-type: none"> <li>• Tom Green County asked for clarification of the extent in which firearms can be excluded from buildings that contain courts and/or offices utilized by the court. The AG ruled that premise is: (1) a structure utilized by the court; <u>OR</u> (2) a portion of such a structure. The AG further explained that the portion of the structure is only those offices essential to the operation of a government court – not the entire building/structure.</li> <li>• Hays County requested clarification of wording in the Penal Code and Government Code related to notices prohibiting entry with a handgun onto certain premises. The AG ruled that any governmental entity that improperly prohibits handguns, through oral or written notice, can be subject to civil penalties.</li> </ul>		

- Texas State Senator John Whitmire asked for clarification of how to properly apply the trespass by a license holder and weapons prohibited provisions in the Penal Code as they relate to school districts. The AG ruled that premises as related to school sponsored activities is the physical premises of a school or any grounds or building on which an activity sponsored by a school is being conducted.

The City Attorney and I met last week and went over the AG’s opinions in great detail. We both agree that signage is needed at City Hall and the BBAC to protect the City from possible civil suits by concealed handgun license holders. There was a lot of discussion related to high school and collegiate sporting events and other school-related activities held at Fireman’s Park and Hohlt Park. Due to the number of events/activities and the costs associated with posting the proper notices, it is mine and Mr. Bovey’s recommendation that the entity sponsoring the activity be responsible for posting the proper notices (i.e. if it is a Brenham Cubs baseball game, BISD would be responsible for putting out the signage and removing it after the game).

Staff realizes there are still many questions related to this new law and that is why is it being presented to Council as a work session item so that hopefully all of your questions and concerns can be addressed.

**STAFF ANALYSIS (For Ordinances or Regular Agenda Items):**

**A. PROS:**

**B. CONS:**

**ALTERNATIVES (In Suggested Order of Staff Preference):**

**ATTACHMENTS:** None

**FUNDING SOURCE (Where Applicable):**

**RECOMMENDED ACTION:** No action required – discussion only.

**APPROVALS:** Terry K. Roberts



## AGENDA ITEM 7

<b>DATE OF MEETING:</b> January 7, 2016	<b>DATE SUBMITTED:</b> December 31, 2015	
<b>DEPT. OF ORIGIN:</b> Administration	<b>SUBMITTED BY:</b> Jeana Bellinger	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Resolution No. R-16-001 Prohibiting the Open and Concealed Carry of Handguns in All City of Brenham Meetings Subject to Texas Open Meetings Act		
<b>SUMMARY STATEMENT:</b> During the 2015 Legislative Session, the Texas Legislature passed House Bill 910 which allows a concealed handgun license holder to “ <i>open carry</i> ” in a belt or shoulder holster beginning on January 1, 2016. The new law also allows the governing body of a municipality to prohibit concealed and open carry in meetings that are subject to the Texas Open Meetings Act.		
If the City Council would like to prohibit the concealed and/or open carry of a handgun into meetings that are subject to Open Meetings, this prohibition Resolution must be approved by the Council. Please note that any prohibition would also extend to the city’s advisory boards since they are also subject to Open Meetings.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<b>A. PROS:</b>		
<b>B. CONS:</b>		
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>		
<b>ATTACHMENTS:</b> (1) Resolution No. R-16-001		
<b>FUNDING SOURCE (Where Applicable):</b>		
<b>RECOMMENDED ACTION:</b> Approve Resolution No. R-16-001 prohibiting the open and concealed carry of handguns in all City of Brenham Meetings subject to Texas Open Meetings Act		
<b>APPROVALS:</b> Terry K. Roberts		

## **RESOLUTION NO. R-16-001**

### **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS PROHIBITING THE OPEN AND CONCEALED CARRYING OF HANDGUNS INTO MEETING ROOMS OF ALL CITY OF BRENHAM MEETINGS SUBJECT TO THE TEXAS OPEN MEETINGS ACT.**

**WHEREAS**, during the 84<sup>th</sup> Texas Legislative Session the Texas Legislature amended state law regarding the carrying of handguns on municipal property; and

**WHEREAS**, the amended state law authorizes the governing bodies of Texas municipalities to adopt regulations prohibiting the carrying of handguns into any meeting room(s) during a city meeting subject to the Texas Open Meetings Act; and

**WHEREAS**, the meetings of the Brenham City Council and all boards and commissions of the City of Brenham are subject to the Texas Open Meetings Act pursuant to applicable state law, local ordinances, and/or the City Council-approved bylaws of the boards and commissions; and

**WHEREAS**, the City Council of the City of Brenham desires that all handguns be prohibited from being carried into any meeting room(s) during a City meeting subject to the Texas Open Meetings Act;

#### **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS THAT:**

1. All handguns are prohibited from being carried into any meeting room(s), whether the meeting is being held on City of Brenham property or some other site, during a City of Brenham meeting that is subject to the Texas Open Meetings Act pursuant to applicable state law, local ordinances, and/or the City Council-approved bylaws of the boards and commissions.
2. The City Manager, or his/her designee(s), is hereby directed to post signage at the entrance to any meeting room(s) for which a meeting of the Brenham City Council or any City of Brenham board or commission is being held, giving notice that any person licensed under Subchapter H, Chapter 411, Texas Government Code is prohibited from carrying a handgun into the meeting room(s) while such meeting is being held. Said signage shall comply with the provisions of Sections 30.06 and 30.07 of the Texas Penal Code, and any other applicable law, as may be amended. The City Manager, or his/her designee(s), may also provide additional “written communication” as defined by Sections 30.06 and 30.07, Texas Penal Code, to persons licensed under Subchapter H, Chapter 411, Texas Government Code that the carrying of any handgun into the meeting room(s) while such meeting is being held is prohibited.

3. The City Council hereby designates any and all officers and employees of the City as persons with “apparent authority” to act for the City of Brenham to provide oral or written communication to a license holder that entry into a meeting room of the City of Brenham with a handgun is prohibited during a City of Brenham meeting that is subject to the Texas Open Meetings Act.

**PASSED AND APPROVED** this 7th day of January, 2016.

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Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC  
City Secretary



## AGENDA ITEM 8

<b>DATE OF MEETING:</b> January 7, 2016	<b>DATE SUBMITTED:</b> December 30, 2015	
<b>DEPT. OF ORIGIN:</b> Development Services	<b>SUBMITTED BY:</b> Erik Smith	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input checked="" type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Resolution No. R-16-002 Providing Support for HuntJon, LLC's and the Brenham Housing Authority's Submission of an Application Requesting Low Income Housing Tax Credits to the Texas Department of Housing and Community Affairs in Favor of Parklane Villas, a Low Incoming Housing Development.		
<b>SUMMARY STATEMENT:</b> HuntJon, LLC. and the Brenham Housing Authority, are requesting support of their Texas Department of Housing and Community Affairs tax credit application for Parklane Villas development. Applications for the tax credit benefits are scored on a number of factors and applications may qualify for up to seventeen points for a resolution from the municipality and/or county in which the proposed development site is located. Resolutions that expressly set forth that the municipality or county supports the application or development are worth maximum points while resolutions setting forth that the municipality has no objection to the applicant or development are worth fewer points. Resolutions with no support do not receive any points.  In addition to points for a resolution for support, the developer may also receive an additional point for a contribution of services in the form for assistance with a monetary value. The City of Brenham is willing to contribute services including granting an easement, at no cost to the applicant, running from the edge of the property through Henderson Park and tie in to Higgins Branch Creek. The location of the easement will be determined at a later date by the City of Brenham. The City of Brenham will also extend an off site water main on Hosea Street from Riggs Street to the property.  Staff has included a copy of the resolution along with the initial site layout the applicant is proposing.		
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>		
<p><b>A. PROS:</b> Providing support will allow for the possibility of improved Brenham Housing Authority stock.</p> <p><b>B. CONS:</b> Providing financial assistance to the project will require the City to expend cost related to waterline extension.</p>		

**ALTERNATIVES (In Suggested Order of Staff Preference):** 1. Approve Resolution 2. Approve Resolution without support but stating no objection; or 4. Deny Approval of the Resolution

**ATTACHMENTS:** (1) Resolution No. R-16-002; (2) Cover letter requesting Resolution of support; (3) Site Plan and Elevation View

**FUNDING SOURCE (Where Applicable):** Water Department

**RECOMMENDED ACTION:** Approve Resolution No. R-16-002 in support of HuntJon, LLC's and the Brenham Housing Authority's submission of an application requesting Low Income Housing Tax Credits to the Texas Department of Housing and Community Affairs in favor of Parklane Villas, a low income housing development.

**APPROVALS:** Terry K. Roberts

**RESOLUTION NO. R-16-002**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, PROVIDING SUPPORT FOR HUNTJON, LLC'S TDHCA APPLICATION FOR THE PARKLANE VILLAS DEVELOPMENT WITHIN THE CITY OF BRENHAM, TEXAS; AUTHORIZING THE MAYOR TO CERTIFY THIS RESOLUTION TO TDHCA; AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE.**

**WHEREAS**, HuntJon, LLC has proposed a development to replace currently existing affordable rental housing for low income residents on approximately 6.274 acres with access from Hosea Street and bounded by Bob Street on the East, specifically being described as a portion of a called 7.5206 acre tract described in a Warranty Deed from Lowell S. Fink to Boettcher Building Center of Brenham, Inc., recorded in Volume 433, Page 192, of the Deed Records of Washington County Texas and all of Parkcrest Subdivision Section II, Block 1, called 1.007 acres recorded on Plat Cabinet File No. 517B of the Plat Records of Washington County, Texas; and

**WHEREAS**, HuntJon, LLC has advised the City of Brenham that it intends to submit an application to the Texas Department of Housing and Community Affairs ("TDHCA") for the 2016 Competitive 9% Housing Tax Credits for the Parklane Villas development; and

**WHEREAS**, the proposed Parklane Villas development is in conformance with the City of Brenham's Official Zoning Map; and

**WHEREAS**, the City of Brenham recognizes the need for replacing existing affordable housing to accommodate individuals currently living in deteriorating conditions and those who are affected by the increasing economic activity in our area;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRENHAM, TEXAS, AS FOLLOWS:**

**Section 1:** That the foregoing recitals are hereby found to be true and correct legislative findings of the City of Brenham, Texas, and are fully incorporated into the body of this Resolution.

**Section 2:** That the City Council of the City of Brenham, Texas hereby declares its support for the proposed Parklane Villas development located on approximately 6.274 acres with access from Hosea Street and bounded by Bob Street on the East, said development being the subject of a TDHCA Application for Housing Tax Credits.

**Section 3:** That the Mayor is hereby authorized and directed to certify this Resolution to the Texas Department of Housing and Community Affairs.

**Section 4:** This Resolution shall become effective immediately from and after its passage.

**RESOLVED** on this 7<sup>th</sup> day of January, 2016.

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Milton Y. Tate, Jr.  
Mayor

**ATTEST:**

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Jeana Bellinger, TRMC  
City Secretary

**HUNTJON, LLC**  
6802 Champion Village Court  
Houston, Texas 77069  
713-545-8840 Phone / 281-444-8633 Fax

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December 28, 2015

Brenham City Council  
200 Vulcan Street  
Brenham, Texas 77833

RE: Parklane Villas

Dear Council Members,

This letter is to request that City Council consider and approve a Resolution of Support for Parklane Villas, a proposed 80-unit multi-family development to be constructed on 6.5 acres located at the Northeast corner of Hosea and Riggs Street.

As you are aware, I am working with the Brenham Housing Authority and we are planning to submit an application to the Texas Department of Housing and Community Affairs (TDHCA) for housing tax credits to finance the development of Parklane Villas. The application is due to the TDHCA on January 8, 2016. The award of housing tax credits is a very competitive process where applications are scored based on support from the local municipality. It is critical that we receive a resolution of support from Brenham City Council to accompany the application for Parklane Villas. This will help to ensure that the application scores competitively.

For your convenience, I am attaching the preliminary site plan and drawing of Parklane Villas. Should you have any questions, please do not hesitate to call me. I can be reached at 713-545-8840.

Sincerely,



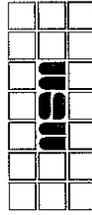
Marvalette Hunter  
President

cc: Erik Smith

# PARKLANE VILLAS

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*A Multi-Family Community*



MUCASEY  
&  
Associates  
Architects

4808 Gibson, Suite 200  
Houston, Texas 77007  
Tel. (713) 521-1233  
Fax (713) 520-1904  
Job No. 1525

# **CONTENTS**

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## *Parklane Villas*

### Site Plan

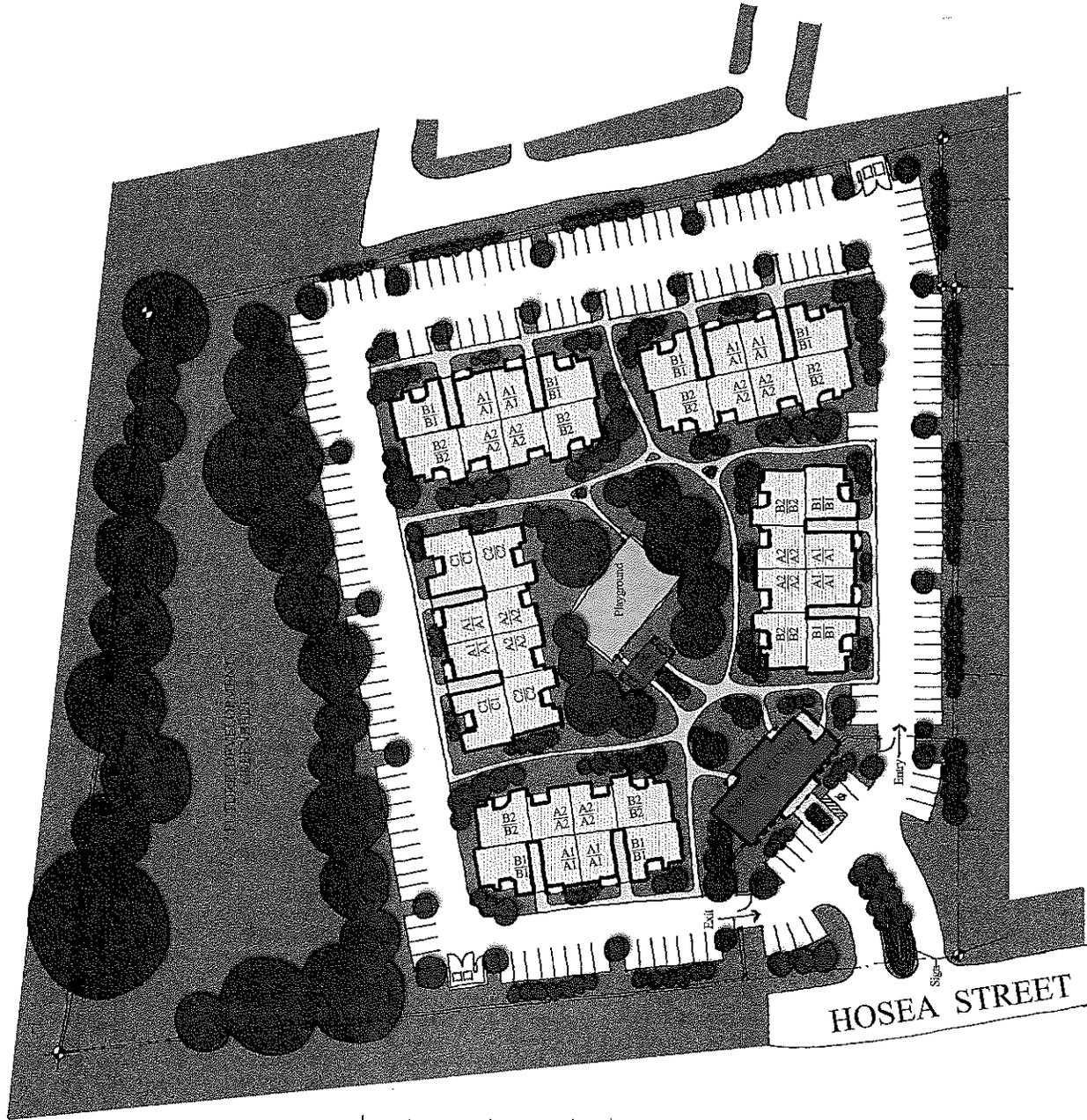
- Unit "A1" Floor Plan
- Unit "A2" Floor Plan
- Unit "B1" Floor Plan
- Unit "B2" Floor Plan
- Unit "C1" Floor Plan
- Unit "C2" Floor Plan

Typical Apartment Building Exterior Elevation

**PROJECT SUMMARY:**

**Apartments:**

Type	Description	Qty.	Area
A1	One Bedroom, 1 Bath	20	743 s.f.
A2	One Bedroom, 1 Bath	20	776 s.f.
Total One Bedroom Units			
B1	Two Bedroom, 2 Bath	16	988 s.f.
B2	Two Bedroom, 2 Bath	16	1,052 s.f.
Total Two Bedroom Units			
C1	Three Bedroom, 2 Bath	4	1,198 s.f.
C2	Three Bedroom, 2 Bath	4	1,212 s.f.
Total Two Bedroom Units			
Apartments Total		80 Units	72,660 s.f.

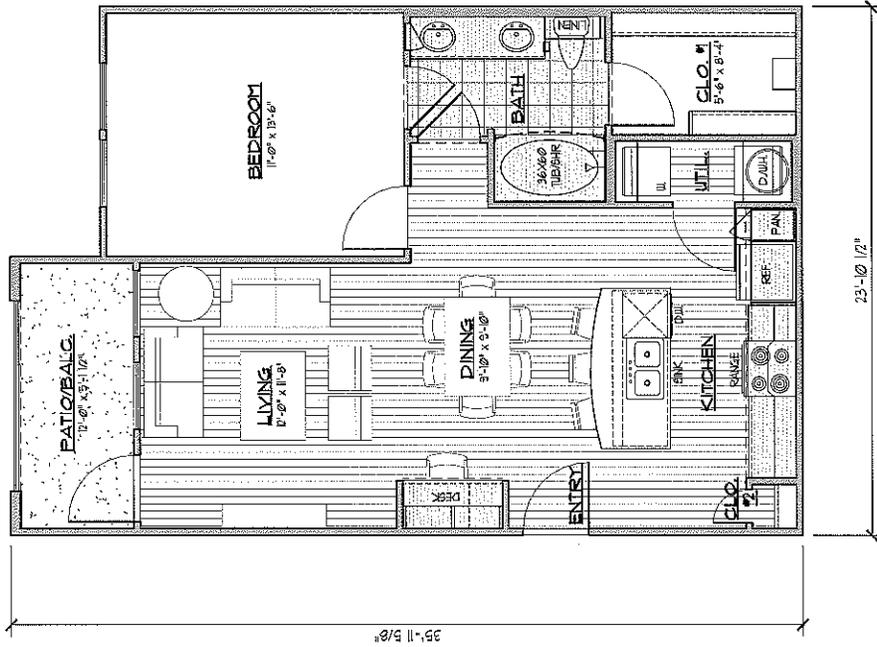


**PARKLANE VILLAS**

*A Multi-Family Community*

Mucasey & Associates, Architects

October 15, 2015

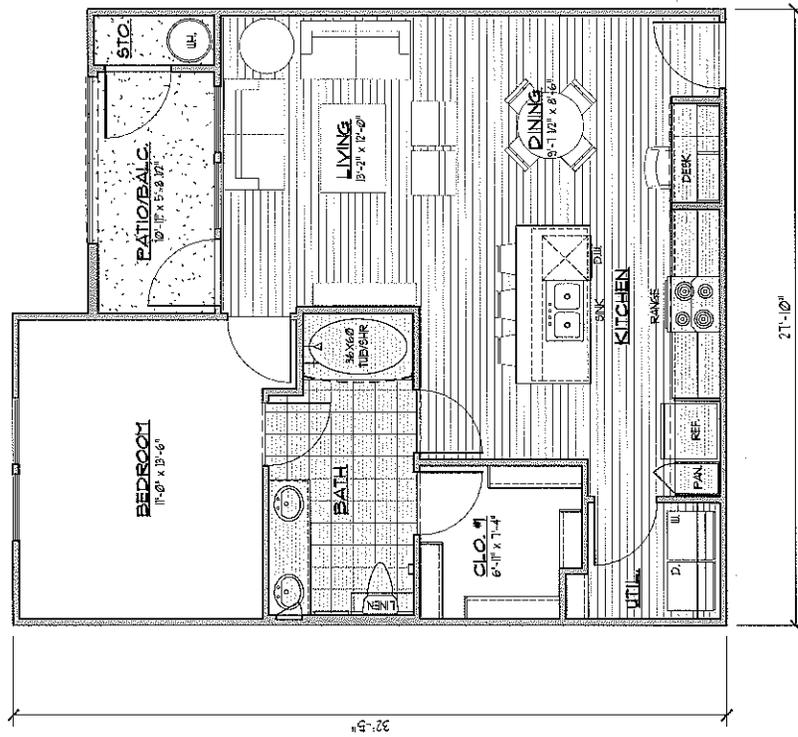


**UNIT "A1" - One Bedroom, 1 Bath**

*Parklane Villas* 743 s.f.

Mucasey & Associates, Architects



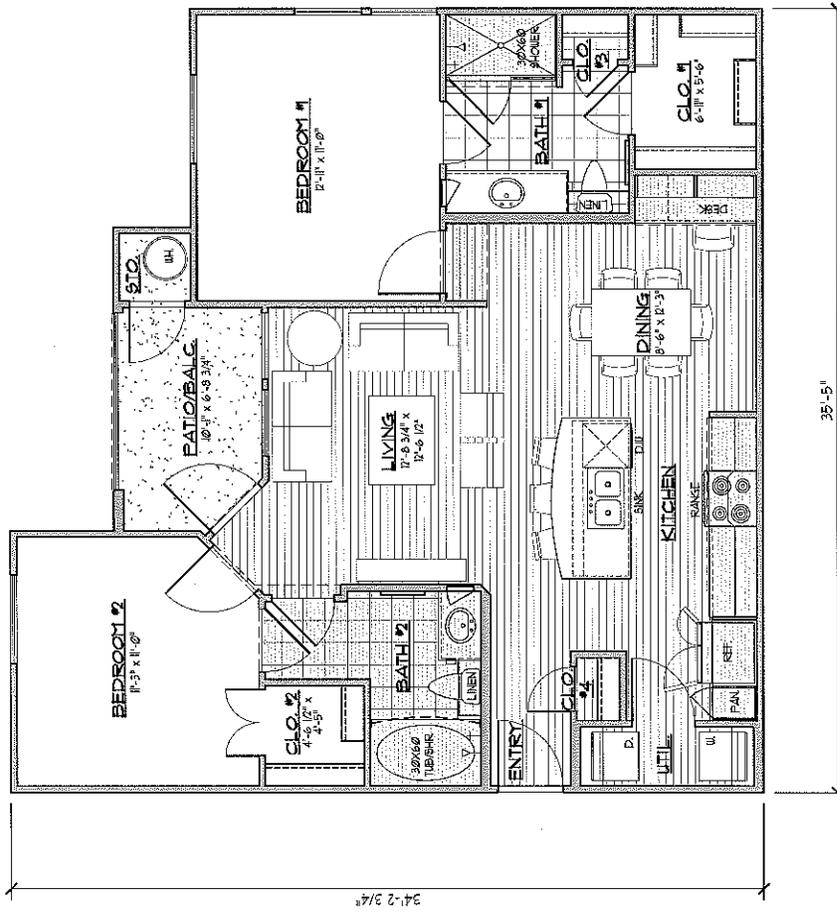


**UNIT "A2" - One Bedroom, 1 Bath**

*Parklane Villas* 776 s.f.

Mucasey & Associates, Architects





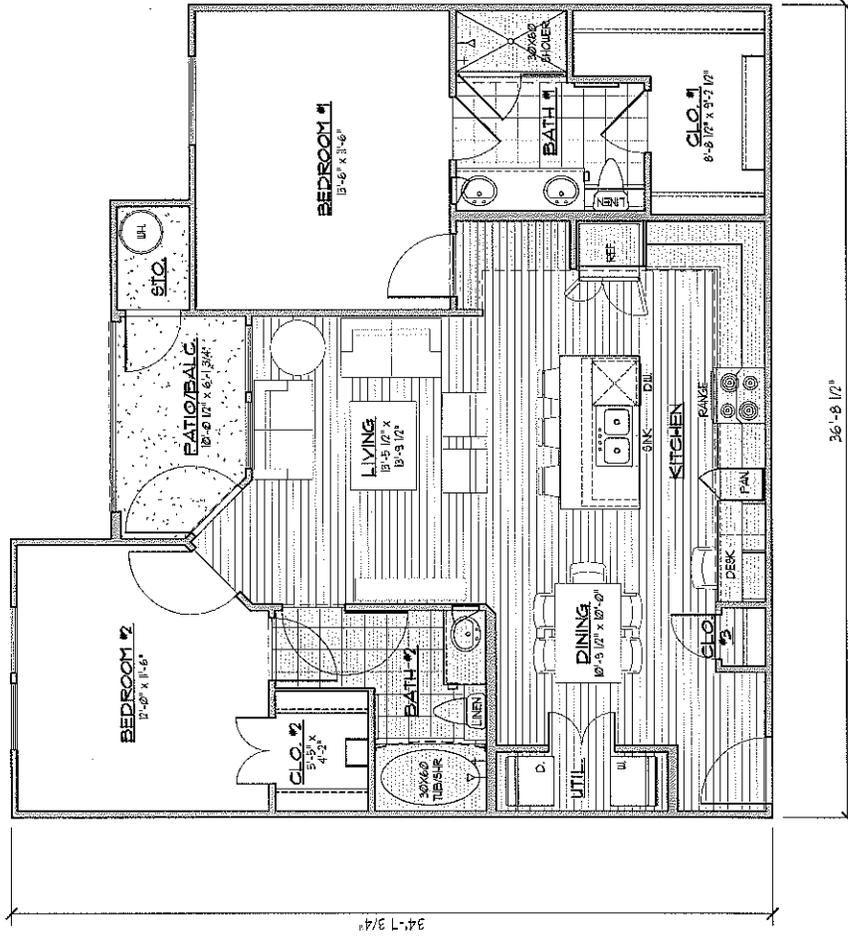
**UNIT "B1" - Two Bedroom, 2 Bath**

*Par-klane Villas*

Mucasey & Associates, Architects

988 s.f.



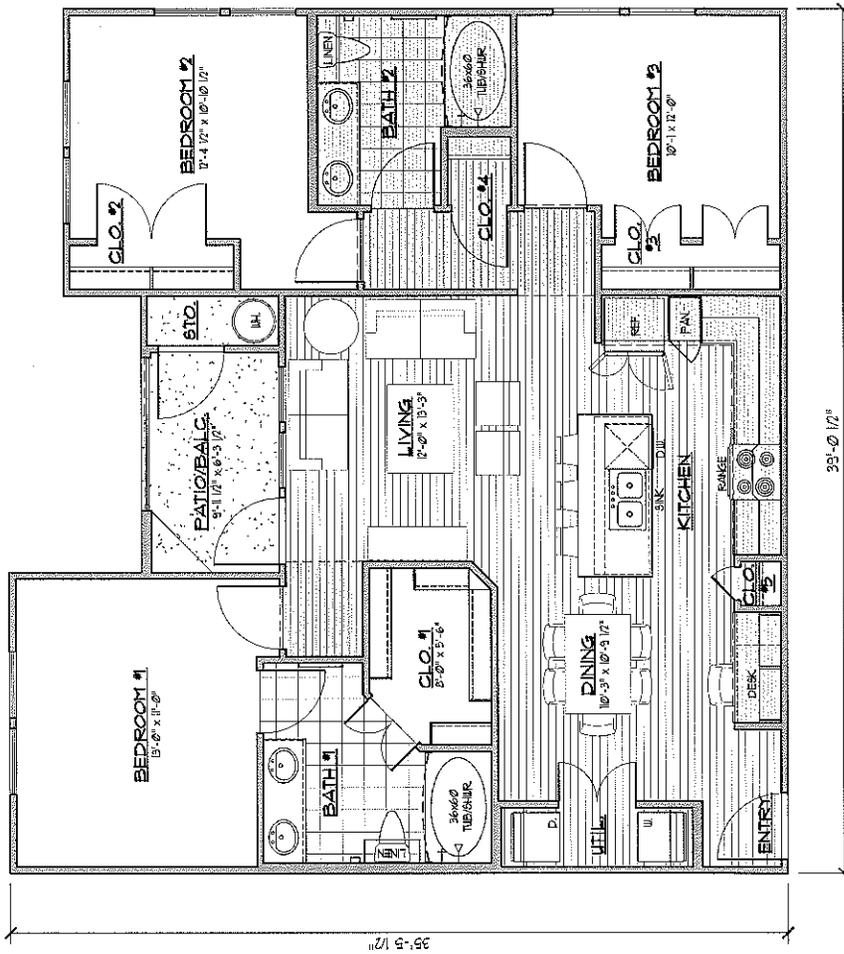


**UNIT "B2" - Two Bedroom, 2 Bath**

*Parklane Villas*  
 1,052 s.f.

Mucasey & Associates, Architects



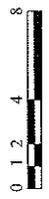


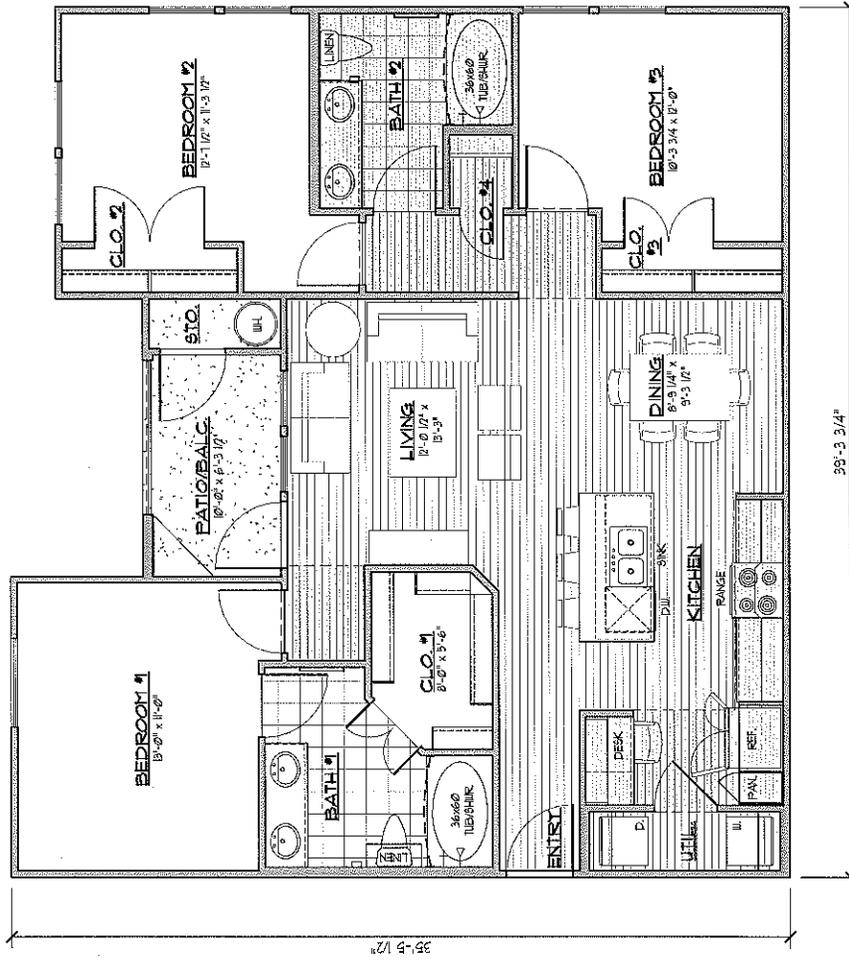
**UNIT "C1" - Three Bedroom, 2 Bath**

*Parklane Villas*

Mtcasey & Associates, Architects

1,198 s.f.



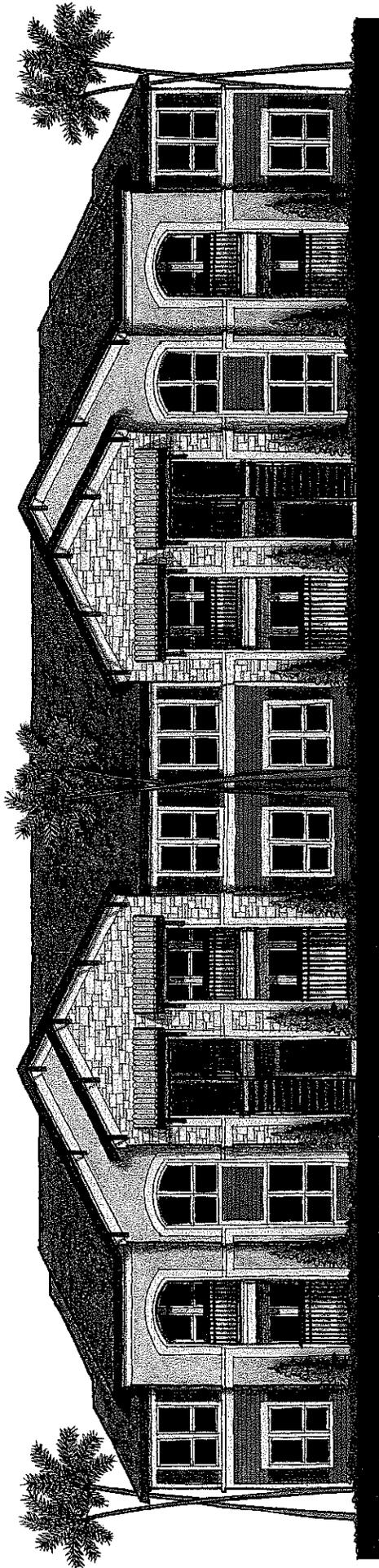


**UNIT "C2" - Three Bedroom, 2 Bath**

*Parklane Villas*

Mucasey & Associates, Architects

1,212 s.f.



## PARKLANE VILLAS

Mucasey & Associates, Architects

October 16, 2015



## AGENDA ITEM 9

<b>DATE OF MEETING:</b> January 7, 2016	<b>DATE SUBMITTED:</b> December 23, 2015	
<b>DEPT. OF ORIGIN:</b> Public Works	<b>SUBMITTED BY:</b> Dane Rau	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1 <sup>ST</sup> READING
<input type="checkbox"/> SPECIAL	<input type="checkbox"/> CONSENT	<input type="checkbox"/> 2 <sup>ND</sup> READING
<input type="checkbox"/> EXECUTIVE SESSION	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> RESOLUTION
	<input type="checkbox"/> WORK SESSION	
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon a One (1) Year Contract Extension in Accordance with Bid No. 14-002 for the Janitorial Services for Various City Facilities and Authorize the Mayor to Execute any Necessary Documentation		
<b>SUMMARY STATEMENT:</b> On December 5, 2013 the City Council awarded Ambassador Higher Cleaning Standards the annual contract for janitorial services related to numerous City facilities. This contract was significantly lower than the previous company and ultimately saved the City of Brenham approximately \$30,000. This contract was for a total of up to 3 years if both parties agreed. On January 15, 2015 the first extension of the contract was awarded by City Council. We are entering our final renewal term and last year of the contract.  Ambassador Higher Cleaning Standards has indicated that they would like to extend the contract for the 3 <sup>rd</sup> and final year.  In the fall of 2014 an addendum was taken to council to adjust certain facilities on the contract such as removing the Library Building, Central Communication Building and adjusting City Hall cleaning due to the addition of the Library move in. There were two areas also added such as the Central Warehouse Building and the All Sports Building. Overall there was still a savings due to the Communication Building being deleted from the contract. We are still operating in this same manner since the Library has remained at City Hall.  Ambassador Higher Cleaning Standards has had its issues in the past two years with service performance and we have had several meetings with them on the quality of work that they perform. The management team has been our main contact and they have indicated that turnover on the cleaning crew and crew leaders have led to these issues. Although they have had their issues, they have been willing to adjust with the City's changes and still remain easy to communicate with and react to requests. As recently as December 22 <sup>nd</sup> we had a meeting with both Joseph Zillner, the manager of the Brenham contract, and the Ambassador Cleaning Standards CEO. They both indicated that a high emphasis will be put on the City of Brenham facilities and they are dedicated to not only improve their quality of service this year but want to look at the future as well.		

We would like to ask Council to extend the annual contract with Ambassador Higher Cleaning Solutions for an additional year. The renewed contract will be for \$62,618 annually. The original contract was awarded at \$66,036 in 2013.

**STAFF ANALYSIS (For Ordinances or Regular Agenda Items):**

**A. PROS:** Last year in contract and a lower rate than initially awarded. Also, still a savings from previous cleaning company.

**B. CONS:** Have had quality issues that we are trying to resolve with management.

**ALTERNATIVES (In Suggested Order of Staff Preference):**

**ATTACHMENTS:** None

**FUNDING SOURCE (Where Applicable):**

**RECOMMENDED ACTION:** Approve a one year contract extension with Ambassador Higher Cleaning Solutions in the amount of \$62,618 for the janitorial services for various city facilities and authorize the Mayor to execute any necessary documentation.

**APPROVALS:** Terry K. Roberts



**AGENDA ITEM 10**

<b>DATE OF MEETING:</b> January 7, 2016		<b>DATE SUBMITTED:</b> December 28, 2015	
<b>DEPT. OF ORIGIN:</b> Administration		<b>SUBMITTED BY:</b> Terry Roberts	
<b>MEETING TYPE:</b>		<b>CLASSIFICATION:</b>	
<input checked="" type="checkbox"/> REGULAR		<input type="checkbox"/> PUBLIC HEARING	
<input type="checkbox"/> SPECIAL		<input type="checkbox"/> CONSENT	
<input type="checkbox"/> EXECUTIVE SESSION		<input checked="" type="checkbox"/> REGULAR	
		<input type="checkbox"/> WORK SESSION	
<b>ORDINANCE:</b>			
<input type="checkbox"/> 1 <sup>ST</sup> READING			
<input type="checkbox"/> 2 <sup>ND</sup> READING			
<input type="checkbox"/> RESOLUTION			
<b>AGENDA ITEM DESCRIPTION:</b> Discuss and Possibly Act Upon Recommendations for Appointments to Various City Advisory Boards			
<b>SUMMARY STATEMENT:</b> See attached memo from Terry Roberts.			
<b>STAFF ANALYSIS (For Ordinances or Regular Agenda Items):</b>			
<b>A. PROS:</b>			
<b>B. CONS:</b>			
<b>ALTERNATIVES (In Suggested Order of Staff Preference):</b>			
<b>ATTACHMENTS:</b> (1) Memo from Terry Roberts; and (2) Summary pages for each board.			
<b>FUNDING SOURCE (Where Applicable):</b>			
<b>RECOMMENDED ACTION:</b> Approve the recommendations for appointments to Main Street and Parks and Recreation Advisory Board, as presented.			
<b>APPROVALS:</b> Milton Y. Tate, Jr.			



To: Mayor and City Council  
From: Terry K. Roberts, City Manager  
Subject: Advisory Board Recommendations for 2016  
Date: December 28, 2015

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Under the City's policy for advisory board appointments, persons interested in serving must fill out an application of appointment. This includes current board members who are willing and interested in continuing their service.

According to the City's policy, the Mayor and City Manager are to review the board appointments and offer a recommendation to the City Council. Our recommendations are shown below:

**Park and Recreation Advisory Board:** Council has approved the two incumbents – Robert Haberman and Jim Baker at the December 17, 2015 Council meeting.

One vacancy still remains for the position vacated by Jeff Tilley, who does not wish to seek reappointment. There is one (1) citizen who expressed interest in serving on the Parks and Recreation Advisory Board: Darron Smith.

- Mr. Smith is currently employed with Brenham National Bank as the Maintenance Operations Specialist.
- Mr. Smith volunteer/community service involvement includes: Washington County Historical Juneteenth Association, BISD Parent Volunteer Boards and Building Standard Commission for the City of Brenham.

Darron Smith is being recommended for appointment to the Park and Recreation Advisory Board for Jeff Tilley's position

**Main Street:** Council has approved the two incumbents – Traci Pyle and Tommy Upchurch at the December 17, 2015 Council meeting.

Two vacancies still remains; one (1) new position as a result of the Main Street Board members increasing from nine (9) to eleven (11) members in February 2014 and one position as a result of the resignation of Wendy Frazier.

There is one (1) citizen who expressed interest in serving on the Main Street Board: Jim Moser.

- Mr. Moser is the owner of Moser Community Media, LLC and manages twenty-six (26) community newspapers within Texas.
- Mr. Moser's volunteer/community service involvement includes: Edna Rotary Club, President; Jackson County Chamber of Commerce and Agriculture, 2<sup>nd</sup> Vice President; Jackson County Industrial Foundation, Director; Texas Press Association (TPA), Director; and TPA Legislative Advisory Committee, Chairman.

Jim Moser is being recommended for appointment to the Main Street Board for the Wende Frazier's position.

The packet includes a recap of the two boards and their members for your review. If you have any questions, please contact the Mayor or me.

**MAIN STREET BOARD**

**Term of Office: Three Years**

**Meeting Schedule: Monthly, 1<sup>st</sup> Monday @ 4:00 p.m.**

**Responsible Staff Member: Jennifer Eckermann**

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<b>Position</b>	<b>Board Member</b>	<b>Term Expiration</b>
1	Traci Pyle	December, 2018
2	Margie Young	December, 2016
3	Tiffany Morisak	December, 2017
4	Vacant	December, 2018
5	Jon Hill	December, 2016
6	John Herman	December, 2017
7	Tommy Upchurch	December, 2018
8	Mark Schneider	December, 2016
9	Vacant	December, 2017
10	Susan Canty	December, 2017
11	Connie Wilder	December, 2017

*P4. Vacant*

*P9. Vacant – Wendy Frazier resigned*

Application received from:

- Jim Moser

**PARKS & RECREATION ADVISORY BOARD**

**Term of Office: Three Years**

**Meeting Schedule: Monthly, 2<sup>nd</sup> Wednesday @ Noon**

**Responsible Staff Member: Wende Ragonis/Paula Shields**

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<b>Position</b>	<b>Board Member</b>	<b>Term Expiration</b>
1	Vacant	December, 2018
2	Kenneth Goessler	December, 2016
3	Bill Betts	December, 2017
4	Jim Baker	December, 2018
5	Delbert Boeker	December, 2016
6	Paula Buls	December, 2017
7	Robert Haberman	December, 2018
8	Pam Hohlt	December, 2016
9	Luis Mendoza	December, 2017

*P1. Jeff Tilley: Will not seek reappointment*

Application received from:

- Darron Smith